



Technical Assistance Report

Project Number: 48264-001
Regional—Capacity Development Technical Assistance (R-CDTA)
December 2014

Enhanced Use of Disaster Risk Information for Decision Making in Southeast Asia (Financed by the Integrated Disaster Risk Management Fund)

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Asian Development Bank

ABBREVIATIONS

AADMER	–	ASEAN Agreement on Disaster Management and Emergency Response
ADB	–	Asian Development Bank
ASEAN	–	Association of Southeast Asian Nations
DMC	–	developing member country
DOR	–	Department of Roads
DRM	–	disaster risk management
Lao PDR	–	Lao People's Democratic Republic
IDRM	–	integrated disaster risk management
MPI	–	Ministry of Planning and Investment
MPWT	–	Ministry of Public Works and Transport
NCDM	–	National Committee for Disaster Management
TA	–	technical assistance
UNDP	–	United Nations Development Programme
UNISDR	–	United Nations Office for Disaster Risk Reduction

GLOSSARY

disaster	–	Severe alterations in the normal functioning of a community or a society due to hazardous physical events interacting with vulnerable social conditions, leading to widespread adverse human, material, economic, or environmental effects that require immediate emergency response to satisfy critical human needs and that may require external support for recovery.
disaster risk management	–	Processes of designing, implementing, and evaluating strategies, policies, and measures to improve the understanding of disaster risk, foster disaster risk reduction and transfer, and promote continuous improvement in disaster preparedness, response, and recovery practices, with the explicit purpose of increasing human security, well-being, quality of life, and sustainable development.
resilience	–	The ability of a system and its component parts to anticipate, absorb, accommodate, or recover from the effects of a hazardous event in a timely and efficient manner, including through ensuring the preservation, restoration, or improvement of essential basic structures and functions.

Source: Intergovernmental Panel on Climate Change. 2012. *Managing the Risks of Extreme Events and Disasters to Advance Climate Change Adaptation: A special report of Working Groups I and II of the Intergovernmental Panel on Climate Change*. Geneva.

NOTE

In this report, “\$” refers to US dollars.

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CONTENTS

	Page
CAPACITY DEVELOPMENT TECHNICAL ASSISTANCE AT A GLANCE	
I. INTRODUCTION	1
II. ISSUES	1
III. THE CAPACITY DEVELOPMENT TECHNICAL ASSISTANCE	2
A. Impact and Outcome	2
B. Methodology and Key Activities	2
C. Cost and Financing	4
D. Implementation Arrangements	4
IV. THE PRESIDENT'S DECISION	5
APPENDIXES	
1. Design and Monitoring Framework	6
2. Cost Estimates and Financing Plan	9
3. Outline Terms of Reference for Consultants	10

CAPACITY DEVELOPMENT TECHNICAL ASSISTANCE AT A GLANCE

1. Basic Data		Project Number: 48264-001	
Project Name	Enhanced Use of Disaster Risk Information for Decision Making in Southeast Asia	Department /Division	RSDD/RSDD-CD
Country Borrower	REG n/a	Executing Agency	Asian Development Bank
2. Sector		Financing (\$ million)	
✓ Public sector management	Public expenditure and fiscal management		1.00
		Total	1.00
3. Strategic Agenda		Climate Change Information	
Inclusive economic growth (IEG)	Pillar 1: Economic opportunities, including jobs, created and expanded	Climate Change impact on the Project	Low
Environmentally sustainable growth (ESG)	Disaster risk management		
Regional integration (RCI)	Pillar 4: Other regional public goods		
4. Drivers of Change		Gender Equity and Mainstreaming	
Governance and capacity development (GCD)	Institutional systems and political economy	Some gender elements (SGE)	✓
Knowledge solutions (KNS)	Public financial governance		
Partnerships (PAR)	Knowledge sharing activities		
	Implementation		
	Regional organizations		
	United Nations organization		
5. Poverty Targeting		Location Impact	
Project directly targets poverty	No	Not Applicable	
6. TA Category:		B	
7. Safeguard Categorization		Not Applicable	
8. Financing			
Modality and Sources		Amount (\$ million)	
ADB		0.00	
None		0.00	
Cofinancing		1.00	
Integrated Disaster Risk Management Fund		1.00	
Counterpart		0.00	
None		0.00	
Total		1.00	
9. Effective Development Cooperation			
Use of country procurement systems	No		
Use of country public financial management systems	No		

I. INTRODUCTION

1. Natural hazards continue to cause significant loss of life and property in Asian Development Bank (ADB) developing member countries (DMCs) in Southeast Asia. However, investments to strengthen disaster resilience remain a low priority. This is partly because of limited understanding of the socioeconomic ramifications of disasters, as the damage and losses caused by historical disasters are often not fully recorded; and limited understanding of the opportunities available to reduce disaster risk by integrating measures into development investments. The Sixth Asian Ministerial Conference on Disaster Risk Reduction called for improved public investments in disaster risk management (DRM) by strengthening the capacity of institutions to develop, analyze, and use risk information in development planning and implementation.¹ ADB's Operational Plan for Integrated Disaster Risk Management, 2014–2020 has prioritized strengthening the capacity of DMCs to mainstream DRM into development.² The Integrated Disaster Risk Management (IDRM) Fund has also prioritized strengthening the capacity of Southeast Asian DMCs in identifying and analyzing disaster risk, and undertaking policy analysis to strengthen fiscal support for DRM.³

2. This regional capacity development technical assistance (TA), to be financed by the IDRM Fund, will strengthen the capacity of selected Southeast Asian DMCs—Cambodia, the Lao People's Democratic Republic (Lao PDR), Myanmar, and Thailand—in collecting and using disaster risk information for decision making.⁴ Consultations were held with DMC agencies, and government concurrence has been received for the impact, outcome, outputs, implementation arrangements, the outline terms of reference for consultants and cost estimates of the TA.⁵ Letters of no objection will be secured from the relevant governments prior to TA implementation. The design and monitoring framework is in Appendix 1.

II. ISSUES

3. To understand the consequences of disaster events on society and the economy, information on all disaster events must be systematically recorded and analyzed, including information on small-scale localized recurrent events that are typically not captured in global disaster statistics but have a significant impact on affected communities. Such analysis can shed light on risk patterns, reveal possible trends over time, and provide a better understanding of the effectiveness of investments to strengthen resilience. Various Southeast Asian DMCs, with the support of the United Nations Development Programme (UNDP), are establishing disaster loss databases that enable the collection and analysis of disaster impact data.⁶ These

¹ The Asian Ministerial Conference on Disaster Risk Reduction is a biennial mechanism that brings together the ministers in charge of disaster risk management (DRM) to discuss policy issues. The sixth conference was held in Bangkok in June 2014 and adopted the Bangkok Declaration on Disaster Risk Reduction in Asia and the Pacific.

² ADB. 2014. *Operational Plan for Integrated Disaster Risk Management, 2014–2020*. Manila.

³ The Integrated Disaster Risk Management Fund was established by ADB in 2013, with support from the Government of Canada, as a resource to develop innovative regional solutions for DRM in Southeast Asian DMCs.

⁴ The TA first appeared in the business opportunities section of ADB's website on 24 September 2014.

⁵ Consultation missions were undertaken during 6–17 October 2014. The national DRM focal agencies—the National Committee for Disaster Management in Cambodia; the Department of Disaster Management and Climate Change, Ministry of Natural Resources and Environment in the Lao PDR; the Relief and Resettlement Department, Ministry of Social Welfare, Relief and Resettlement in Myanmar; and the Department of Disaster Prevention and Mitigation, Ministry of Interior in Thailand—confirmed their willingness to participate in the TA.

⁶ National disaster loss databases in participating DMCs include (i) Cambodia's disaster loss and damage information system, launched in 2014 and hosted by the National Committee for Disaster Management; (ii) the Lao PDR disaster loss database, launched in 2011, with data requiring transfer to the newly established Department of Disaster Management and Climate Change, Ministry of Natural Resources and Environment; and (iii) the Myanmar disaster loss and damage database, under development by the Relief and Resettlement

databases collect information on lives lost; people affected; crops lost; and infrastructure damaged. However, gaps exist, especially in inconsistency regarding the collection of sector-specific data, and poor linkages with wider data management systems of line agencies. These issues limit the use of disaster impact data in public investment decisions.

4. DMCs have been undertaking disaster risk assessments, which vary in terms of scale, attributes, and purpose. However, few of these assessments have been used to inform public investment decisions. While the quality and availability of data remains an issue, the use of disaster risk information in decision making processes faces additional challenges: (i) limited understanding of the development processes that underlie and drive the generation of disaster risk, (ii) lack of a policy and regulatory mandate to consider disaster risk for investment planning, and (iii) limited DRM capacity within line agencies. Considerable capacity building is required to address these issues. The United Nations Office for Disaster Risk Reduction (UNISDR) is supporting DMCs to build awareness on and capacity for risk-sensitive investment planning.

5. Further challenges exist in securing financing for and tracking DRM-related investments. Such investments are often scattered across sector budgets and, in some cases, may form just one component or even an indirect benefit of a wider development project rather than stand-alone projects. The extent of public investment in DRM may not be explicitly reflected in records on the allocation of public funds, and the issue of DRM possibly not even fully considered in national budgetary processes. Additional issues are related to monitoring expenditure on post-disaster response, in particular reflecting significant reliance on post-disaster reallocations of financial resources, which are poorly recorded. These challenges make it difficult to (i) hold public bodies to account on DRM-related policy and spending commitments, (ii) ensure that individual line agencies have sufficient resources to meet their DRM-related responsibilities, (iii) ensure that the balance of expenditure between disaster risk reduction and post-disaster response is cost-effective, and (iv) ensure that the extent and nature of public spending on DRM is rational relative to the scale and nature of disaster risk and other demands on public resources. In this context, more efforts are needed to review how DRM-related expenditures are integrated into national budgetary processes and to capture this spending. UNDP has developed a methodology for tracking climate change-related public expenditure, providing a good starting point from which to tackle enhanced mechanisms for DRM-related expenditure.

III. THE CAPACITY DEVELOPMENT TECHNICAL ASSISTANCE

A. Impact and Outcome

6. The impact will be improved risk-sensitive decision making for public investments in selected Southeast Asian DMCs—Cambodia, the Lao PDR, Myanmar, and Thailand. The outcome will be improved capacity in selected Southeast Asian DMCs to integrate DRM in the development processes.

B. Methodology and Key Activities

7. The TA will strengthen the capacity of participating DMCs in using disaster risk information for decision making. It will have the following outputs.

8. **Output 1: Disaster dataset for selected line agency or city entered in the national disaster loss database of Cambodia, the Lao People’s Democratic Republic, and Myanmar.** Roads and urban settlements suffer significant disaster losses in the Southeast

Asian DMCs. In Cambodia, the output will (i) explore incorporation of the road-related data fields of the Cambodia disaster loss and damage database information system into the road asset management systems database maintained by the Ministry of Public Works and Transport (MPWT); (ii) strengthen the capacity of MPWT and the Ministry of Rural Development in collecting and analyzing disaster impact data for decision making in the road sector; and (iii) strengthen coordination between MPWT, the Ministry of Rural Development, and the National Committee for Disaster Management (NCDM) on the systematic collection and use of road-related disaster impact data.⁷ In the Lao PDR, the output will (i) incorporate road-related data fields of the national disaster loss database into the road maintenance and management systems database of the Department of Roads (DOR), MPWT; (ii) build the capacity of DOR, MPWT in collecting and analyzing disaster impact data for decision making; and (iii) strengthen coordination between DOR and the Department of Disaster Management and Climate Change, Ministry of Natural Resources and Environment (MONRE).⁸ In Myanmar, the output will be implemented under the ongoing initiative to develop the Myanmar disaster loss and damage database, led by the Relief and Resettlement Department, Ministry of Social Welfare, Relief and Resettlement; and will support specific cities in establishing their disaster loss databases.⁹

9. Output 2: Report on scope and recommendations for integration of disaster risk information in public investment planning process in Cambodia, the Lao People's Democratic Republic, and Myanmar. The output will take stock of existing disaster risk information in the country, and provide guidance on how such information can be used for the public investment planning process. In Cambodia, the output will require working with the NCDM, Ministry of Planning, and the Ministry of Water Resources and Meteorology.¹⁰ In the Lao PDR, the output will require working with the Ministry of Planning and Investment (MPI) and the Department of Disaster Management and Climate Change.¹¹ In Myanmar, the output will require working with the Relief and Resettlement Department and the Department of Planning.¹² The output will also include sharing experiences among other Southeast Asian DMCs.

10. Output 3: Review and dialogue on potential reform to strengthen the institutional arrangements for managing disaster risk management-related public expenditures for the Lao People's Democratic Republic and Thailand. The output will build on a methodology developed by UNDP for climate public expenditure review. In the Lao PDR, the output will strengthen the capacity of officials from the Ministry of Finance, MPI, and MONRE in tracking

⁷ The output will benefit ADB's investments in the road sector. Since the 2011 and 2013 floods, ADB has been supporting the Government of Cambodia to reconstruct roads through ADB. 2012. *Report and Recommendation of the President to the Board of Directors: Proposed Loan and Administration of Grant to the Kingdom of Cambodia for the Flood Damage Emergency Reconstruction Project*. Manila. ADB is supporting the Ministry of Rural Development to strengthen its road assessment management system through ADB. 2014. *Report and Recommendation of the President to the Board of Directors: Proposed Loan and Administration of Grants to the Kingdom of Cambodia for the Second Rural Roads Improvement Project*. Manila.

⁸ This will contribute to ADB's pipeline investment on the Road Maintenance Project. It will complement the ongoing DOR project supported by the World Bank on mainstreaming DRM in the road sector.

⁹ The cities will be selected from the six (Lashio, Mandalay, Mawlamyine, Monywa, Patheingyi, and Yangon) where ADB is implementing a technical assistance. ADB. 2013. *Technical Assistance to the Republic of the Union of Myanmar for Transformation of Urban Management*. Manila. In each of the DMCs, the output will be implemented as part of ongoing initiatives of the government and UNDP to strengthen disaster loss databases.

¹⁰ The output will contribute to the ongoing initiative of ADB to support strengthening the capacity of NCDM through ADB. 2014. *Technical Assistance to the Kingdom of Cambodia for Strengthening Coordination for Management of Disasters*. Manila.

¹¹ This will also contribute to the ongoing work of MPI, with support from the World Bank, on integrating disaster risk considerations into public investment planning processes.

¹² In each of the DMCs, the output will be implemented as part of the ongoing project of UNISDR. 2014. *Building Capacities for Increased Public Investment in Integrated Climate Change Adaptation and Disaster Risk Reduction*. Geneva.

DRM-related public expenditure.¹³ In Thailand, the output will strengthen the capacity of officials from the Office of the National Economic and Social Development Board and the Department of Disaster Mitigation and Prevention, Ministry of Interior in tracking DRM-related public expenditure.¹⁴ The findings will be used to promote dialogue among relevant stakeholders and to develop recommendations for more effective DRM integration in policy and institutional frameworks, as well as in planning and budgetary processes. The output will also include sharing experiences through a regional workshop with other Southeast Asian DMCs.

11. Output 4: Regional knowledge sharing on enhanced use of disaster risk information for decision making in Southeast Asia. This output will focus on disseminating the TA outputs in other Southeast Asian DMCs through a regional knowledge-sharing event and within ADB. The output will include (i) a regional knowledge workshop; and (ii) country-specific DRM briefs for Cambodia, the Lao PDR, and Myanmar. The briefs will use the information collected in outputs 1, 2, and 3 as the starting point; and will provide a snapshot of the institutional, legislative, and disaster-risk profile of the country, in a format that is useful to guide strengthening resilience in ADB's operations. This output is also in accordance with the recommendation of ADB's Operational Plan for IDRM supporting the development of regional public goods and services on DRM.

C. Cost and Financing

12. The TA is estimated to cost \$1,000,000, which will be financed on a grant basis by the IDRM Fund¹⁵ and administered by ADB. The cost estimates and financing plan are in Appendix 2.

D. Implementation Arrangements

13. The TA will be implemented over 24 months, from January 2015 to December 2016. ADB will be the executing agency. The Climate Change Coordination and Disaster Risk Management Unit in ADB's Regional and Sustainable Development Department (RSDD) will be responsible for coordinating TA activities, including the implementation of output 4, in collaboration with ADB's Southeast Asia Department (SERD), Urban Community of Practice and Governance and Public Management Community of Practice. RSDD by facilitating partnership with UNDP and UNISDR will leverage on the global DRM tools developed by these organizations and will support SERD in integrating such tools in operations. RSDD will facilitate sharing of lessons learned under the TA with DMCs from other regions.

14. For outputs 1 and 3, ADB will engage UNDP as the implementing agency through an administrative arrangement.¹⁶ UNDP is supporting Cambodia, the Lao PDR, and Myanmar in establishing disaster loss databases. Output 1 will provide additional support to this ongoing process, focusing on sectors or cities where ADB has pipeline investments. UNDP has developed a detailed methodology for reviewing climate change-related public expenditure and applied it in selected Southeast Asia DMCs.¹⁷ By engaging UNDP for the implementation of

¹³ The output will be implemented under UNDP's Integrated Disaster and Climate Risk Management Project in the Lao PDR, and will explore linkages with the upcoming public expenditure review process in 2015 to be led by the World Bank.

¹⁴ The output will be implemented under UNDP's Mainstreaming Climate Change Adaptation and Disaster Risk Reduction in Development Planning Project in Thailand.

¹⁵ Financing partner: the Government of Canada.

¹⁶ ADB and UNDP have a memorandum of understanding for administrative arrangements. The original memorandum of understanding between ADB and UNDP was signed in 2007 and amended in June 2014.

¹⁷ Cambodia, Indonesia, Thailand, and Viet Nam.

output 3, the TA will benefit from the expertise available within UNDP and from its proven methodology. UNDP will involve UNISDR and the Association of Southeast Asian Nations (ASEAN) Secretariat in all major activities under outputs 1 and 3, and will ensure that the outputs are aligned with the implementation of relevant flagship projects under phase 2 of the ASEAN Agreement on Disaster Management and Emergency Response (AADMER) Work Program.¹⁸

15. For output 2, ADB will engage UNISDR as the implementing agency, using single source selection through ADB's Consultant Management System.¹⁹ By partnering with UNISDR, the TA will benefit from the expertise available within UNISDR, and the relationship it has with national DRM focal agencies. UNISDR is implementing a global program on Building Capacities for Increased Public Investment in Integrated Climate Change Adaptation and Disaster Risk Reduction, and output 2 will benefit from this program. UNISDR will involve UNDP and the ASEAN Secretariat in all activities under output 2, and ensure the outputs are aligned with the implementation of priorities under phase 2 of the AADMER work program. For outputs 1, 2, and 3, lump-sum payments and/or output-based contract will be considered for UNDP and UNISDR.

16. A TA working group will be formed, comprising experts from UNDP, UNISDR, the ASEAN Secretariat, and SERD and RSDD from ADB. The role of the working group will be to (i) provide technical guidance on implementing the outputs and ensure its linkage with SERD's operations, (ii) ensure synergy with other similar projects in the participating DMC, and (iii) monitor implementation of the activities in accordance with the TA schedule. The partnership between UNDP, UNISDR, and ADB will help bring stakeholders in the countries—the national DRM focal agency, selected line agency, and national planning and finance agencies—together, as their roles are crucial for the success of the TA outputs. Participation of the ASEAN Secretariat will help align the outputs of the TA with priorities of the AADMER work program. The implementing agencies will prepare progress reports every 6 months and will submit these to the TA working group within 1 month of the corresponding reporting period. The progress reports will be reviewed by SERD and RSDD and include a specific section on linking the TA activities with SERD's operations. The final report will provide more detailed information.

17. The project will require about 23.0 person-months of international and 79.5 person-months of national consulting services. Individual consultants will be engaged in accordance with ADB's Guidelines on the Use of Consultants (2013, as amended from time to time). The outline terms of reference for consultants are in Appendix 3. All disbursements under the TA will be made in accordance with ADB's *Technical Assistance Disbursement Handbook* (2010, as amended from time to time).

IV. THE PRESIDENT'S DECISION

18. The President, acting under the authority delegated by the Board, has approved ADB administering technical assistance not exceeding the equivalent of \$1,000,000 to be financed on a grant basis by the Integrated Disaster Risk Management Fund for Enhanced Use of Disaster Risk Information for Decision Making in Southeast Asia, and hereby reports this action to the Board.

¹⁸ UNDP and UNISDR had cooperative agreements to provide support for the establishment of disaster databases in Asia. Supporting phase 2 of the AADMER work program is one of the priorities of the Integrated Disaster Risk Management Fund.

¹⁹ ADB's Operations Services and Financial Management Department memo to heads of departments and offices dated 23 August 2013.

DESIGN AND MONITORING FRAMEWORK

Design Summary	Performance Targets and Indicators with Baselines	Data Sources and Reporting Mechanisms	Assumptions and Risks
<p>Impact Improved risk-sensitive decision making for public investments in selected Southeast Asian DMCs</p>	<p>Public investment plans and budgets in selected DMCs factor in disaster risk considerations</p>	<p>DMC's public investment plans</p> <p>DMC's annual budget</p>	<p>Assumption Increasing attention to disaster and climate risk and its importance for sustainable socioeconomic development will lead to greater mainstreaming of DRM into development.</p> <p>Risk Other shorter-term development issues are prioritized in investment plans and budgets.</p>
<p>Outcome Improved capacity in selected Southeast Asian DMCs to integrate DRM in the development processes</p>	<p>At least one sector each in Cambodia and the Lao PDR and one city in Myanmar collect and use historical sex-disaggregated disaster data in planning.</p> <p>Cambodia, the Lao PDR, and Myanmar identify entry points for integrating disaster risk information in public investment planning processes.</p> <p>The Lao PDR and Thailand approve national approaches for regular review of DRM-related public expenditure.</p> <p>At least three projects in Cambodia, the Lao PDR, and Myanmar use the DRM information while developing relevant ADB operations.</p>	<p>National disaster loss database</p> <p>Three project reports</p> <p>Government budgets</p> <p>Three DRM country briefs</p>	<p>Assumption Participating DMCs agencies responsible for producing disaster risk data continue to collaborate with agencies involved in sectoral and public investment planning.</p> <p>Risk Lack of availability of disaster risk data in sector ministries.</p>
<p>Outputs 1. Disaster dataset for selected line agency or city entered in the</p>	<p>Updated disaster dataset for selected line agency or city entered in the national disaster loss databases</p>	<p>Data in national disaster loss databases</p>	<p>Assumption DMC agencies are committed to engage in the TA.</p>

Design Summary	Performance Targets and Indicators with Baselines	Data Sources and Reporting Mechanisms	Assumptions and Risks
national disaster loss database of Cambodia, the Lao PDR, and Myanmar	30 officials from related line agency and/or city governments of each participating DMC trained on the collection and analysis of disaster data, of which 40% are women.	Training materials and three training reports	Risk DMC officials concerned have limited understanding of the importance of DRM for socioeconomic development.
2. Report on scope and recommendations for integration of disaster risk information in public investment planning process in Cambodia, the Lao PDR, and Myanmar	<p>Recommendations on integrating disaster risk information in public investment planning process approved by national focal agency responsible for providing policy guidance on public investment planning.</p> <p>25 officials from each participating DMC agency participated in the national workshop of the final output, of which 40% are women.</p> <p>15 officials from selected Southeast Asian DMC agencies participated in a regional workshop.</p>	<p>Three reports on scope for integrating disaster risk information in public investment planning process</p> <p>Three workshop reports</p> <p>One workshop report</p>	
3. Review and dialogue on potential reform to strengthen the institutional arrangements for managing DRM-related public expenditures for the Lao PDR and Thailand	<p>By 2017, national approaches for the regular review of DRM-related expenditure developed in two participating DMCs.</p> <p>DRM-related public expenditures determined for two participating DMCs with identified linkages to policy, institutional, and fiscal frameworks.</p> <p>40 officials in key agencies from each participating DMC trained in methodology for tracking DRM-related public expenditure, of which 40% are women.</p> <p>15 officials from selected Southeast Asia DMC agencies participated in a regional knowledge-</p>	<p>Two reports on DRM-related public expenditure and institutional review</p> <p>Government reporting on DRM-related public expenditure</p> <p>Training materials and two training reports</p> <p>One workshop report</p>	

Design Summary	Performance Targets and Indicators with Baselines	Data Sources and Reporting Mechanisms	Assumptions and Risks
	sharing workshop.		
4. Regional knowledge sharing on enhanced use of disaster risk information for decision making in Southeast Asia	TA outputs disseminated with other Southeast Asian DMCs ADB operations in Southeast Asia better informed of DRM-related issues	One workshop report Three DRM country briefs	
<p>Activities with Milestones</p> <p>Output 1:</p> <p>1.1 National consultation conducted in each participating DMC on improving coordination of disaster data collection and strengthening linkages with wider data management system of line agencies (Q1 2015)</p> <p>1.2 Disaster data for a selected line agency or city from each DMC collected and entered in the national disaster loss database (Q2–Q4 2015)</p> <p>1.3 One training program conducted in each participating DMC to train technical staff of the selected line agency or city in collecting and analyzing data (Q4 2015 and Q1 2016)</p> <p>Output 2:</p> <p>2.1 Consultations undertaken with relevant government agencies in each participating DMC to review public investment planning process (Q1 2015)</p> <p>2.2 Consultations conducted with national agencies responsible for hazard data and development partners in each participating DMC to stock take of existing disaster and climate risk assessment related products (Q2–Q3 2015)</p> <p>2.3 One national consultation conducted in each DMC to disseminate findings (Q1 2016)</p> <p>2.4 One regional workshop conducted (Q2 2016)</p> <p>Output 3:</p> <p>3.1 Completed review of and recommendations on (i) DRM actions, targets, and performance indicators proposed in national plans and budgetary processes; (ii) institutional arrangements and coordination mechanisms for DRM expenditure; and (iii) financial management systems for allocating and tracking DRM expenditure (Q1–Q3 2015)</p> <p>3.2 One training program conducted in each participating DMC to strengthen capacity on DRM-related public expenditure management (Q4 2015)</p> <p>3.3 One regional workshop conducted (Q1 2016)</p> <p>Output 4:</p> <p>4.1 One regional knowledge-sharing workshop conducted with all Southeast Asian DMCs (Q2 2016)</p> <p>4.2 Information collected and consultations undertaken with relevant DMC agencies and sector divisions of ADB's Southeast Asia Department to develop the DRM country briefs (Q1–Q4 2015)</p>			<p>Inputs</p> <p>Integrated Disaster Risk Management Fund:</p> <p>\$1.0 million^a</p>

ADB = Asian Development Bank, DMC = developing member country, DRM = disaster risk management, Lao PDR = Lao People's Democratic Republic, Q = quarter, TA = technical assistance.

^a Contributor: the Government of Canada. Administered by ADB.

Source: Asian Development Bank.

COST ESTIMATES AND FINANCING PLAN
(\$'000)

Item	Amount
Integrated Disaster Risk Management Fund^a	
1. Consultants	
a. Remuneration and per diem	
i. International consultants	240.90
ii. National consultants	278.20
b. International and local travel	75.50
c. Report preparation, translation, and communication	30.90
2. Workshops, training programs, seminars, and conferences	
a. Trainings, workshops, and conferences	222.80
b. Asian Development Bank staff travel as resource persons	20.00
3. Miscellaneous administration and support costs ^b	36.70
4. Contingencies	95.00
Total	1,000.00

^a Financing partner: the Government of Canada. Administered by the Asian Development Bank.

^b This cost includes the United Nations Development Programme general management support costs as described in the Asian Development Bank and United Nations Development Programme Memorandum of Understanding for Administrative Arrangements.

Source: Asian Development Bank estimates.

OUTLINE TERMS OF REFERENCE FOR CONSULTANTS

1. The outline terms of reference for consultants describe the main tasks under this regional technical assistance (TA). The TA has four outputs (i) disaster dataset for selected line agency or city entered in the national disaster loss database of Cambodia, the Lao People's Democratic Republic (Lao PDR), and Myanmar; (ii) report on scope and recommendations for integration of disaster risk information in public investment planning process in Cambodia, the Lao People's Democratic Republic, and Myanmar; (iii) review and dialogue on potential reform to strengthen the institutional arrangements for managing disaster risk management (DRM)-related public expenditures for the Lao PDR and Thailand; and (iv) regional knowledge sharing on enhanced use of disaster risk information for decision making in Southeast Asia. The TA will require 23.0 person-months of international and 79.5 person-months of national consulting services. The selection and engagement of consultants will follow the Guidelines on the Use of Consultants (2013, as amended from time to time) of Asian Development Bank (ADB).

2. **Disaster database specialist** (international, 6 person-months). The specialist will lead the implementation of output 1. The position will require 5 years of experience in (i) developing and supporting national disaster databases, (ii) establishing and troubleshooting data management tools, (iii) undertaking analysis using the disaster datasets, and (iv) functioning of disaster databases in other developing member countries (DMCs) in Asia and the Pacific. The specialist will be based at the United Nations Development Programme (UNDP) Regional Centre in Bangkok and will be supervised by UNDP staff. The specialist will

- (i) oversee the work of the national consultants under output 1 and coordinate the overall implementation among the three participating DMCs;
- (ii) guide the approach for strengthening coordination between the national host institutions and line agencies or cities and for collecting and analyzing data;
- (iii) guide the approach for collection, update, and analyses of sector data;
- (iv) provide technical support for developing and undertaking training;
- (v) troubleshoot and support various information technology and configuration-related issues; and
- (vi) develop an overview report of output 1 capturing the activities undertaken in each country, lessons, and recommendations.

3. **Disaster loss and damage database specialists** (3 national, total 24 person-months for three consultants). The specialists will lead the work on the national disaster database system in each of the three participating DMCs under output 1. The positions will require 3–5 years relevant knowledge in (i) developing and maintaining disaster databases, (ii) data management systems of selected sector ministries or cities, and (iii) DRM policy and institutional setup in their respective countries. Each specialist will be based at the national DRM focal agency, will work under the guidance of the international disaster database specialist, and will be supervised by UNDP staff based at the UNDP Regional Centre in Bangkok. Each specialist will

- (i) coordinate with various government agencies to strengthen the linkage between national disaster databases and selected sector databases;
- (ii) support the selected line agency or cities in collecting and entering data (sex-disaggregated);
- (iii) develop necessary guidelines and conduct training to support data collection, analysis and maintenance and produce training reports;
- (iv) advocate with relevant government officials to apply the data for decision making.

4. **Disaster data specialists** (3 national, total 7.5 person-months). The specialists will undertake analysis of the sex-disaggregated data collected in the three DMCs to provide insights on gender-differentiated impacts of disasters on the selected sector under output 1. The positions will require 3 to 5 years of specialist knowledge and experience on (i) disaster data analysis, (ii) disaster risk-related issues in the specialists' respective countries, and (iii) DRM policy and institutional setup in the specialists' respective countries. The specialists will work under the guidance of the international disaster database specialist and will be supervised by UNDP staff based at the UNDP Regional Centre in Bangkok. Each specialist will

- (i) analyze the impact of disaster events on the selected sector or cities and provide insights on trends and patterns;
- (ii) develop analytical sectoral or city report based on data collected in the database;
- (iii) suggest ways of using the data for decision-making purposes; and
- (iv) share the results of the analysis in relevant workshops and training programs.

5. **Public investment planning and disaster risk management specialist** (international, 6 person-months). The specialist will lead the design and finalization of the review of existing public investment planning processes in each of the three participating DMCs under output 2. The position will require 8 years of relevant knowledge on (i) mainstreaming DRM in development processes, and (ii) DRM policy and practice in participating DMCs. The specialist will be supervised by staff from the United Nations Office for Disaster Risk Reduction (UNISDR) Regional Office in Bangkok. The specialist will

- (i) oversee the work of the national consultants under output 2, coordinate overall implementation in the three participating DMCs, and develop final report on the scope of integrating disaster risk information in public investment planning process;
- (ii) lead the scoping of the review in consultation with DMC officials;
- (iii) guide the national public investment planning specialists in collecting information, coordinating with DMC agencies, and analyzing the information collected; and
- (iv) work closely with the international disaster risk specialist under output 2 to understand the availability of disaster risk information and assess the scope of its usage in potential public investments.

6. **Disaster risk specialist** (international, 2 person-months). The specialist will lead the stocktaking of available disaster risk information in the participating DMCs under output 2. The position will require 8 years of relevant knowledge on (i) the availability of hazard data in the participating DMCs, (ii) the identification and analysis of disaster risk, (iii) the disaster risk situation in each participating DMC, and (iv) the disaster risk data-related institutional setup in each participating DMC. The specialist will be supervised by staff from the UNISDR Regional Office in Bangkok. The specialist will

- (i) take stock of past and ongoing initiatives on disaster risk assessment and analyze their scope, purpose, coverage, and usage;
- (ii) write specific section on disaster risk information of the final output;
- (iii) work closely with the international and national public investment planning specialists to provide guidance on the scope of use of current data and recommendations on future data requirements; and
- (iv) work closely with the international DRM specialist under output 4, to share information collected under output 2.

7. **Public investment planning specialists** (3 national, total 18 person-months). The specialists will review existing public investment planning processes in each of the three DMCs under output 2, and assess the extent to which disaster risk considerations are or can be

factored into existing processes. The positions will require 5 years of relevant experience in their respective countries on (i) DRM policy and institutional setup; and (ii) the public investment planning process. The specialists will work under the guidance of the international public investment planning and DRM specialist, and will be supervised by staff from the UNISDR Regional Office in Bangkok. Each specialist will

- (i) support the engagement of national agencies involved in public investment planning to initiate dialogue on risk-sensitive investment planning;
- (ii) develop a country report based on review of the public investment planning process at the national and local levels, and assessment of the extent to which disaster risk considerations are factored into existing processes;
- (iii) recommend changes in policy, regulations, tools, and guidelines used for public investment planning to integrate disaster risk considerations;
- (iv) review national systems for capacity building for public investment planning and provide recommendations on how such systems can integrate DRM;
- (v) develop a country report reviewing the public investment planning process and scope for integrating disaster risk considerations; and
- (vi) support the international consultant in developing the country-specific report on opportunities for integrating DRM in public investment planning processes.

8. Public expenditure and disaster risk management specialist (international, 6 person-months). The specialist will lead the DRM-related public expenditure and institutional review under output 3. The position will require 8 years of relevant experience in (i) public expenditure management in developing countries, preferably including Southeast Asia; (ii) related DRM policy analysis and the provision of advisory support for senior government stakeholders in participating DMCs; and (iii) knowledge of the DRM policy landscape, institutional setup, and implementation practice in the participating DMCs. The specialist will be supervised by staff from the UNDP Regional Centre in Bangkok. The specialist will

- (i) oversee the work of national public financial management specialists, including the classification of DRM-related public expenditure;
- (ii) oversee the work of national institutional and context analysis specialists;
- (iii) assess DRM policy priorities and strategies and the extent to which these strategies and policies are coherent with national development strategies;
- (iv) review the institutional arrangements for promoting the integration of DRM policy priorities into budgeting and expenditure management within and across key ministries and stakeholders;
- (v) review the integration of DRM objectives within the budgeting process, including budget planning, implementation, expenditure management, and financing;
- (vi) compile all DRM-related actions, targets, and performance indicators proposed in sectoral and national plans to obtain a clear overview of DRM plans and actions;
- (vii) engage and consult with key DRM-related stakeholders; and
- (viii) prepare the two overview reports for DRM public expenditure and institutional review for the Lao PDR and Thailand as well as a review of lessons for experience sharing among Southeast Asian DMCs.

9. Disaster risk management specialists (2 national, total 10 person-months). The DRM specialists will review DRM literature and policy context in the Lao PDR and Thailand, and work under the guidance of the public expenditure and DRM specialist under output 3 to define what DRM-related public expenditure entails, contributing to the development of DRM-related expenditure classification and DRM policy and institutional analysis. The position will require 5 years of relevant experience. The specialists will be supervised by staff from the UNDP Regional Centre in Bangkok. Each specialist will

- (i) assess current policy priorities and strategies as they relate to DRM and the extent to which these strategies and policies are coherent with national development and poverty reduction strategies;
- (ii) review the institutional arrangements for promoting the integration of DRM policy priorities into budgeting and expenditure management within and across key ministries and stakeholders;
- (iii) review the policy context within which DRM is present in the Lao PDR and Thailand, and the extent to which these policies recognize and relate to DRM;
- (iv) compile all DRM actions, targets, and performance indicators proposed in sectoral and national plans to obtain a clear picture of what have been planned and implemented by sector (this will be done in collaboration with the public finance management specialists under output 3);
- (v) consult with key stakeholders, both government and nongovernment, which form the DRM community at national and provincial levels to review the institutional arrangements and coordination mechanisms relevant for DRM dialogue;
- (vi) draft the text on the policy and institutional context related to DRM in the Lao PDR and Thailand (in close collaboration with the public finance management specialists and institutional and context analysis specialists) which will be an input to the overall report for DRM public expenditure and institutional review and present findings to key stakeholders at national and provincial levels during key consultations and workshops; and
- (vii) contribute to a review of lessons for experience sharing among Southeast Asia DMCs.

10. **Public finance management specialists** (2 national, total 10 person-months). The specialists will look at the aspects of the national budget in relation to DRM financing. They will also review the integration of DRM objectives within the budgeting process, including budget planning, implementation, and expenditure management. The specialists will provide recommendations for integration of DRM finance, strategy, and policy in budget allocation and execution. They will require 5 years of relevant experience in public finance management, and experience working with ministries of finance of the participating DMCs. The specialists will work under the guidance of the international public expenditure and DRM specialist and will be supervised by staff from the UNDP Regional Centre in Bangkok. The specialist will

- (i) propose an inclusive methodology to define DRM-related expenditure that is appropriate in the selected DMC context;
- (ii) classify DRM-related expenditure based on the methodology developed;
- (iii) review the integration of DRM objectives within the national and subnational budgeting process, e.g., planning, implementation, expenditure management, and financing;
- (iv) identify the sources of funds and treasury or transfer mechanisms from national to subnational level;
- (v) undertake a case study at the provincial level and analysis of institutions at the provincial level that are involved in the delivery of DRM-related activities, focusing on their financial and budgeting processes;
- (vi) unravel the complex relationship between the national government, national institutions, and subnational governments for mainstreaming DRM, to highlight overlaps in roles, gaps in capacity, and responsiveness to community needs;
- (vii) draft the text related to the public expenditure review and methodology which will be an input to the overall report for DRM public expenditure and institutional review, and present findings of the review to key stakeholders during consultations and workshops; and

- (viii) contribute to a review of lessons for experience sharing among Southeast Asian DMCs.

11. **Institutional and context analysis specialists** (2 national, total 10 person-months). The specialists will be responsible for reviewing the institutional arrangements for promoting the integration of DRM policy priorities into budgeting and expenditure management within and across key ministries and stakeholders in the two participating DMCs—the Lao PDR and Thailand. The positions will require 5 years of experience in (i) institutional and context analysis and/or political economy analysis in specific sectors; and (ii) broad understanding of disaster risk and the DRM-related policy, institutional setup, and investments in their respective countries. The specialists will work under the guidance of the international public expenditure and DRM specialist and will be supervised by international staff from the UNDP Regional Centre in Bangkok. Each specialist will

- (i) secure a better understanding of the governance structure at both national and subnational levels that impacts mainstreaming of DRM priorities into budgeting and expenditure management;
- (ii) assess the extent to which the existing institutions, structures, processes, and discretionary powers for spending and revenue collection allow for effective coordination, resource allocations, and delivery of DRM-related actions;
- (iii) review the processes of interactions and decision making among the actors involved in the implementation of DRM-related policy and activities; and in budgeting and expenditure management at the national and provincial levels, including sector ministries at the provincial (and local) levels;
- (iv) consult with key stakeholders, at national and provincial levels;
- (v) draft part of the text on the institutional and context landscape at national and subnational levels, which will be an input to the overall report for DRM public expenditure and institutional review, and present findings to key stakeholders during consultations and workshops; and
- (vi) contribute to a review of lessons for experience sharing among Southeast Asian DMCs.

12. **Disaster risk management specialist** (international 3 person-months). The specialist will lead the development of DRM country briefs for the participating DMCs—Cambodia, the Lao PDR, and Myanmar under output 4. The position will require 5 years of experience with (i) the in-depth understanding of disaster risk issues of the three participating DMCs, and (ii) the DRM-related policy and institutional setup of the participating DMCs. The specialist will be supervised by the TA project officer. The specialist will

- (i) undertake consultations with ADB project officers from different sector divisions of ADB's Southeast Asia Department to understand their DRM-related information needs for project development in the participating DMCs;
- (ii) review existing national and regional hazard data sets and prepare hazards profile for the participating DMCs;
- (iii) undertake a broad analysis of the DRM institutional and policy landscape for the participating DMCs; for the DRM institutional landscape of the Lao PDR, the specialist will refer the report prepared under output 3; and
- (iv) work closely with the disaster risk management specialist of output 2 to review the information collected on past and ongoing initiatives on disaster risk assessment and provide guidance on how such information can be used by ADB project officers; and
- (v) based on the above analysis, develop DRM country briefs for Cambodia, the Lao PDR, and Myanmar.